

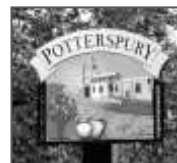
Potterspurry Parish Council

Chairman of the Council: Dr Steve Parkin

Clerk: Mrs Jane Spence

clerk@potterspurry.org

228 Park Lane, Northampton, NN5 6QW 01604 587265 www.potterspurrypc.org.uk



MINUTES of the meeting of Potterspurry Parish Council held on Wednesday 12 June 2024 at 7:35pm in Potterspurry Village Hall.

Councillors present: Dr S Parkin (Chair), Mrs J Millidge, Mr I Garbutt, Mrs C Nagle, Mr S Norris, Mr R Capps, Mr G Lucas, Mr N Neubersch.

Parish Clerk: Mrs J Spence.

Apologies: Cllrs Dring, Silvester and Blunden.

Also present: WNC Ward Cllr William Barter and 2 members of the public.

Mr C Coppin, NHW Coordinator & Police Liaison Rep sent his apologies.

6538	APOLOGIES: <i>It was resolved to approve the apologies for absence from Cllrs Dring, Silvester & Blunden.</i>	
6539	MINUTES:	
(i)	<i>It was resolved to approve as a true record the Minutes of the Annual Meeting of Potterspurry Parish Council held on 8 May 2024.</i>	
(ii)	<i>It was resolved to approve as a true record the Minutes of the Parish Council Meeting held on 8 May 2024, which were duly signed by the Chair.</i>	
6540	MATTERS ARISING: Deferred from Annual Meeting of Potterspurry Parish Council held on 8 May 2024 (Agenda A/4478). Chairman Cllr Steve Parkin signed the Declaration of Acceptance of Office in the presence of the Proper Officer, Jane Spence.	
6541	COUNCILLOR CO-OPTION: Having submitted an application and CV for the Councillor vacancy, Mr Gregory Skelton addressed the meeting. <i>The Chair asked Cllr Barter, Mr Skelton and member of the public to leave the meeting room whilst Mr Skelton's application was considered.</i> The application was considered. Cllr Millidge proposed, and Cllr Norris seconded to co-opt Gregory Skelton and following a unanimous vote he was co-opted as a member of Potterspurry Parish Council. <i>Mr Skelton, Cllr Barter and the member of the public were invited to return to the meeting room.</i> The Chair informed Mr Skelton that his application had been successful and welcomed him to the PC. Cllr Skelton signed the Declaration of Acceptance of Office (Co-opted Member) in the presence of the Proper Officer, Jane Spence,	
6542	DECLARATION OF INTEREST UNDER COUNCIL'S CODE OF CONDUCT: None.	
6543	MINUTES ACTION REPORT: Noted.	
6544	PAYMENTS & BANK RECONCILIATION: Cllr Capps checked invoices and payments lists prior to approval and bank reconciliation documents.	
6545	PUBLIC FORUM: The member of the public did not address the meeting.	
6546	NHW COORDINATOR & POLICE LIAISON REP: Mr Coppin submitted email report. Crime figures: April – SN 121 (Potterspurry 4). Local Beat Bus will be visiting on 19/6/24 11:30am-12:30pm near Cottage Stores – evening visits are being trialed in some areas. Complaints about motorcycles in village alleyways will be discussed with local Policing Team. Farmers urged to be vigilant – new wave of GPS thefts. Operation Crooked launched in April 2019 to reduce burglary. Burglaries as a whole down by 50.2% (residential and commercial), 3061 fewer victims.	
6547	WNC WARD COUNCILLORS:	
(i)	Cllr McCord submitted an Annual Report 2023 by email. Copy on PC website under Annual Parish Assembly Reports 2023.	JS
(ii)	Cllr William Barter: Budget set with strict financial controls. WNC working with the leadership of The Children's Trust.	

6548 (i) (ii)	<p>PLANNING: No new applications or decisions.</p> <p>Other Planning Matters: 2024/0642/MAF Hybrid Planning Application 20 affordable homes and 3 self-build Land East of Drovers Way - previously considered and objection submitted to WNC Planning. Cllr Parkin brought to the attention of the meeting copies of (a) a response from the Local Highway Authority dated 29/05/24 and (b) a report from Strategic Housing Team to Development Manager. These had not been sent to the Clerk.</p>	SP																																																																											
6549 (i) (a) (b) (c) (d) (ii) (a) (b) (c) (iii) (iv) (v) (vi)	<p>PLAY AREAS:</p> <p>Inspection Reports May-June:</p> <p>Meadow View: Cllr Lucas submitted written report. Dog bins full. Hole kicked in PSSC building wall (PSSC aware). Bark in play area to be monitored.</p> <p>Mays Way, Blackwell End & Village Hall: Cllr Nagle submitted email report.</p> <p>Skatepark: Cllr Garbutt - weekly inspection reports submitted by email.</p> <p>Items requiring attention will be referred to Handyman.</p> <p>Inspection Rota: June-July:</p> <p>Meadow View: Cllr Millidge.</p> <p>Mays Way, Blackwell End, Village Hall: Cllr Silvester.</p> <p>Skatepark Weekly: Cllr Garbutt.</p> <p>CPM Playgrounds Ltd: Operational inspection reports 21/05/24 were noted. Items requiring attention submitted to the Handyman.</p> <p>Mays Way Play Area Additional Waste Bin: <i>It was resolved to monitor the level of rubbish in the current bin before deciding if additional required.</i></p> <p>Skatepark Concrete Surfacing: In progress.</p> <p>Meadow View Play Area Surface: Research bark alternatives and obtain quotes.</p>	JS JS JS JS JS																																																																											
6550 (i) (ii) (a) (b) (iii) (iv) (v) (vi)	<p>FINANCE:</p> <p>Budget Report: <i>It was resolved to approve the Budget Report.</i></p> <p>Bank Balances: Total £82,525.45 (31/5/24).</p> <p>(a) Lloyds Current: £10,952.92 (31/5/24).</p> <p>(b) Lloyds Deposit: £71,572.53 (31/5/24).</p> <p>Receipts: Lloyds Deposit: May interest - £150.29.</p> <p>Churchyard Lime Trees Pollarding Quotations: Cllr Norris reported FWG held Teams meeting on 10/6/24. Thirteen companies submitted quotes – prices varied from £2,890 to £9,250 + VAT. Four companies short-listed and emailed for additional information. FWG will report again to 10 July PC meeting.</p> <p>Bus Shelter Windows: Handyman obtained quote for polycarbonate material - £89.31 + VAT and labour. <i>It was resolved to ask Handyman to replace windows.</i></p> <p>Payments: It was resolved to approve bank transfers as listed below, checked by Cllr Capps. To be authorised by Cllr Millidge and Cllr Norris.</p> <table border="1" data-bbox="261 1458 1406 2092"> <thead> <tr> <th>TR no</th> <th>PAYEE</th> <th>Net £</th> <th>VAT £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD495</td> <td>17.6.24 Tesco Mobile</td> <td>6.25</td> <td>1.25</td> <td>7.50</td> </tr> <tr> <td>496</td> <td>J Spence: Clerk May salary £904.13, mileage £16.65, office £139.17</td> <td>1039.96</td> <td>19.99</td> <td>1059.95</td> </tr> <tr> <td>497</td> <td>HMRC: May Clerk PAYE £226, Employer NI £51.35</td> <td>277.35</td> <td>0.00</td> <td>277.35</td> </tr> <tr> <td>498</td> <td>A Stockton: Litter picking May</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>499</td> <td>P & YG PCC: Meeting room hire St Nicholas Church 10.4.24</td> <td>30.00</td> <td>0.00</td> <td>30.00</td> </tr> <tr> <td>500</td> <td>Potterspurty Village Hall: Meeting room hire March & May</td> <td>50.00</td> <td>0.00</td> <td>50.00</td> </tr> <tr> <td>501</td> <td>RTM Landscapes Ltd: Grounds contract May</td> <td>1373.00</td> <td>274.60</td> <td>1647.60</td> </tr> <tr> <td>502</td> <td>Northants CALC: Councillor training</td> <td>48.00</td> <td>9.60</td> <td>57.60</td> </tr> <tr> <td>503</td> <td>CPM Playgrounds Ltd: Operational inspection 21.5.24</td> <td>215.00</td> <td>43.00</td> <td>258.00</td> </tr> <tr> <td>504</td> <td>DNH Contracts: Dog bins May</td> <td>150.00</td> <td>30.00</td> <td>180.00</td> </tr> <tr> <td>505</td> <td>R Phillips: Handyman labour and materials</td> <td>243.27</td> <td>16.77</td> <td>260.04</td> </tr> <tr> <td>506</td> <td>NPOWER: Streetlight electricity 1.5.24-1.6.24 (final bill)</td> <td>162.18</td> <td>8.11</td> <td>170.29</td> </tr> <tr> <td></td> <td>TOTAL TRANSFERS</td> <td>3688.76</td> <td>402.07</td> <td>4090.83</td> </tr> <tr> <td></td> <td>TOTAL JUNE</td> <td>3695.01</td> <td>403.32</td> <td>4098.33</td> </tr> </tbody> </table>	TR no	PAYEE	Net £	VAT £	Total £	DD495	17.6.24 Tesco Mobile	6.25	1.25	7.50	496	J Spence: Clerk May salary £904.13, mileage £16.65, office £139.17	1039.96	19.99	1059.95	497	HMRC: May Clerk PAYE £226, Employer NI £51.35	277.35	0.00	277.35	498	A Stockton: Litter picking May	100.00	0.00	100.00	499	P & YG PCC: Meeting room hire St Nicholas Church 10.4.24	30.00	0.00	30.00	500	Potterspurty Village Hall: Meeting room hire March & May	50.00	0.00	50.00	501	RTM Landscapes Ltd: Grounds contract May	1373.00	274.60	1647.60	502	Northants CALC: Councillor training	48.00	9.60	57.60	503	CPM Playgrounds Ltd: Operational inspection 21.5.24	215.00	43.00	258.00	504	DNH Contracts: Dog bins May	150.00	30.00	180.00	505	R Phillips: Handyman labour and materials	243.27	16.77	260.04	506	NPOWER: Streetlight electricity 1.5.24-1.6.24 (final bill)	162.18	8.11	170.29		TOTAL TRANSFERS	3688.76	402.07	4090.83		TOTAL JUNE	3695.01	403.32	4098.33	JS JS
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6551	PARISH COUNCIL MATTERS: (i) Councillor Vacancy: Mr Skelton has filled one of the two vacancies. (ii) Internal Financial Controller: It was resolved to continue on an ad hoc basis rather than appointing a nominated Councillor. (iii) Play Area Coordinator: No volunteer. <i>It was resolved to advise the Handyman to contact the Cllr on play area inspection rota each month if any queries on jobs and to circulate job sheets to Cllrs.</i>	JS
6552	VILLAGE MATTERS (i) Defibrillator Monthly Check: Cllr Parkin reported in working order. Jane Roberts has provided an additional battery and set of paediatric pads. (ii) CCTV/ANPR Monthly Check: Cllr Capps reported in working order. (iii) Vehicle Activated Signs: Section 50 Notice information received from Mr Barber – forms to be completed and payment made. <i>It was resolved to contact Elan to arrange site visit and quotation for mobile VAS.</i> (iv) Dead Tree - Mr Allen's Land: Still no action by Berrys, Towcester. Cllr Dring to be asked to visit and chase action. (v) Water – Church End: The residents of 6, 6A and 19 Church End continue to be in contact with Anglian Water regarding various flooding issues with no satisfactory response as yet. <i>It was resolved PC will contact AW to request progress report.</i> (vi) Water run-off from fields Church End / Yardley Road: Silt adding to flooding problem and blocked drains. <i>It was resolved to contact Environment Agency.</i>	JS JS SD JS JS
6553	CONSULTATIONS: (i) Local Plan 2041 – Regulation 18 Draft Consultation 2024 deadline 2/6/24: It was noted that response prepared by Cllrs Parkin, Millidge and Capps was submitted to WNC on 29/5/24. (ii) Draft Local Flood Risk Management Strategy Objectives deadline 16/6/24: It was noted that Cllr Millidge submitted a response to the online form on 3/6/24.	
6554	CORRESPONDENCE: Consider as listed and other items received. (i) Letter received 29/5/24 from resident 1 Meadow View complaining about 92 High Street hedge. <i>It was resolved to respond that the PC does not agree that the hedge is overhanging the footpath or causing a general vision reduction at the junction of Meadow View and High Street and do not consider the hedge is an issue at this time.</i> (ii) Email 4/5/24 complaint overgrown trees and footpath behind 24 Mansion Gardens with offer to meet and show exact location. Cllr Millidge will look into. (iii) Email 4/5/24 complaint about recent weed killing in Homestead Way. <i>It was resolved to respond that enquiries would be made with the grounds' contractor.</i>	JS JM JS
6555	UPDATES: 10/6/24 – Application to hold firework display in Meadow View playing field on 2/11/24. 5/6/24 – Request from resident in Blackwell End for padlock code to access allotments to cut back hedge. 10/6/24 – WNC dog waste signs. 11/6/24 – Quote RTM Landscapes to cut back tree and hedge around streetlight column 8 in Church End - £120 + VAT.	
6556	COMMUNITY SHIELD AWARD 2023: <i>Cllr Barter and the member of the public asked to leave the meeting room whilst nominations were considered and voted on.</i> The result of the vote will be Minuted at the 10 July 2024 PC Meeting to which the winners will be invited to attend.	JS
6557	Next Parish Council Meeting: Wednesday 10 July 2024 – Village Hall.	
	Meeting closed 9:30pm	
		JES 18/06//2024

Signed _____ Date _____